

**DOCUMENT FOR
REQUEST FOR PROPOSAL (RFP)
FOR
PROVIDING CONSULTANCY SERVICES
TO
MEGHALAYA BASIN DEVELOPMENT AUTHORITY
FOR
PLANNING GREEN ENERGY TECHNOLOGY UNDER ENERGY
MISSION OF IBDLP**

NOTICE No. MINR – 18/2015

DATE: 29th April, 2016

**MEGHALAYA BASIN DEVELOPMENT AUTHORITY
NONGRIM HILLS, SHILLONG-793003**

Phone:-0364-2502577

Website: <http://www.mbda.gov.in>

1.0 Background

Meghalaya Basin Development Authority is implementing a state flagship programme named **“Integrated Basin Development & Livelihood Promotion Programme (IBDLP)”**.

Detailed intervention about the programme can be accessed at www.mbda.gov.in. Energy security necessary for successful implementation of different Missions under the programme is a core thrust area.

2.0 RFP

Proposals are invited from experienced Consultants/Institutions/Firms for preparing a road map and action plan for Integrated Energy Infrastructure (solar/ wind/Biomass/micro – mini Hydel/Hydroger and others) coupled with PMU support for facilitating preparation of DPRs, mobilization of community and other stake holders, institutions, Govt – community partnerships and other need related governance measures.

3.0 Critical Information

- a) **Last Date of Submission of Proposal: 20th May 2016 5 PM**
- b) **Address for submission:** The proposals may be submitted by email to
E-mail: minr.mbda-meg@gov.in
minr.mbda@gmail.com

Addressed to: **Dr.B.D.R.Tiwari,IAS**
Executive Director
Meghalaya Basin Development Authority (MBDA)
Nongrim Hills, Shillong-793003
Meghalaya

c) **Contact person:** **Shri.L.Shabong**
Officer on Special Duty (MINR)
Meghalaya Basin Development Authority (MBDA)
Tel.No. 0364-2502577, 09436103321

d) **Time Frame:** 6 Months

4.0 The area of interventions will be as follows:- Development of Integrated Energy Infrastructure like solar/ wind/Biomass/micro–mini Hydel Project/Hydroger and others.

5.0 The responsibilities of the consultant will be to:-

- To identify Green Energy (solar/ wind/Biomass/micro–mini Hydel Project/Hydroger and others) potential zones block wise/cluster wise in the whole State.
- To develop plans and recommendation based on feasibility & viability.
- To work out reasonable cost norms.
- To mobilise the Green Volunteers/Para-Professionals/Community on installation, operation & maintenance of the Green Energy Technology Installation.
- Written report/calculations for all of the above also need to be submitted before the end of the Contract period.
- To evolve a partnership framework with communities to jointly create, utilize energy infrastructure (including the aspect of cost & profit sharing)
- To prepare a roadmap & active plan for mobilization of resources from Government of India leads central sector / centrally sponsored schemes, Externally Aided Projects & Corporate Social Responsibility.
- Preparation of DPRs, certain cost norms as per MRR Government of India.

6.0 Submission of Proposal

Interested party with at least 1 year' experience in Green Energy related works may submit their RFP. The applicant must be adept at carrying out qualitative and quantitative research and also must have carried out clean energy related works earlier.

The **Technical proposal** should contain the following information:

- i. A brief note on suitability of the party for taking up the proposed assignment
- ii. Brief information on the institutions (Not more than 3 pages), e.g. Name, Nature, organizational set up, purpose, age, address, contact no, email ID, experience in the last 1 year, areas of specialization, noteworthy assignments carried out (in brief) by the Institution
- iii. Strength of proposed staff and panel of consultants highlighting the areas of their specialization & expertise.

- iv. Report on the achievements made by the Institution. Other studies carried out to be mentioned also.
- v. Detailed CV (of the consultants who would be taking up the Project) duly signed with demonstrated and traceable experience in the related field
- vi. A short note on proposed methodology and work plan to carry out the assignment

7.0 Financial proposal: The financial proposal should include:

(A) Total fees of three consultant's # in Rs.

- i. The fees proposed for the Team Leader in Rs.
- ii. The fees per day of any other Consultant/ senior team member in Rs.

(B) Total of other costs (to be specified)* in Rs.

- i. Extra manpower proposed in Rs.
- ii. Other OPE

(C) Total (A+B) Rs.

(D) Service Tax (if applicable) Rs.

(E) Grand Total (C+D) Rs.

No extra payments (other than the payment as per the contract) would be made to the consultant.

The MBDA reserves the right to reject any or the entire proposal if they are not considered fit for fulfilling the needs of organisation.

8.0 Evaluation of the technical proposal

The proposals will be evaluated using the following criteria:

1. Qualifications of the proposed consultants (20 marks)
2. Experience of the Institution in handling similar projects (20)
3. Research capability, capacity building/outreached capability (30 marks)
4. Expertise (30 marks)
5. In case it is necessary to call the consultants for presentation, only the short listed consultants would be called for the same at their own cost.

Note: The selected Consultant should be ready to commence the Project immediately on being awarded and complete it within the stipulated time frame.

For any queries on the RFP document interested consultants may contact:

Shri. L. Shabong
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Meghalaya Basin Development Authority (MBDA)
Tel.No. 0364-2502577, 09436103321